



Virtual Trainings by Request (VTBRs): Support for Your Education Agency's Emergency Preparedness Efforts

READINESS AND EMERGENCY MANAGEMENT FOR SCHOOLS TECHNICAL ASSISTANCE CENTER

FACT SHEET

Training is an integral part of school safety, security, emergency management and preparedness; everyone involved in the plan needs to know his or her roles and responsibilities before, during, and after an emergency. As your emergency operations plan (EOP) planning team develops the training and exercise schedule, keep in mind that the Readiness and Emergency Management for Schools (REMS) Technical Assistance (TA) Center has a free training program, [Virtual Trainings by Request \(VTBRs\)](#), to assist with your emergency management planning efforts.

These interactive VTBRs were developed to provide training support to education agencies through a virtual platform. Like our live [Trainings by Request \(TBRs\)](#), these virtual training sessions are designed to assist education agencies, including school districts, schools and institutions of higher education (IHEs), state education agencies, and regional education agencies, with their professional development and their school safety, security, emergency management, and preparedness capacity-building efforts.

Our VTBRs vary in length from 2 to 4 hours. They are led by the REMS TA Center team and our cadre of highly qualified subject matter experts, who come equipped with hands-on knowledge and insight of both effective planning and practices in the educational setting. To support learning before and after the event, each interactive

VTBR also features pre- and post-training activities that enhance professional development efforts, build individual participant's knowledge base, and support education agencies in bridging training and practice. All VTBRs feature interactive polls, breakout rooms, and chat-based discussions to enhance the learning process.

Featured VTBR Training Topics

The VTBR program was designed to mirror our live TBR offerings, ranging from developing a high-quality EOP to understanding the behavioral threat assessment process. Find a list of training topics that are currently available below:

- **Conducting K-12 Site Assessments With SITE ASSESS**
A 2.5-hour-long training that will assist school districts and schools in conducting site assessments and using [SITE ASSESS](#), the REMS TA Center's free and secure mobile application (app) that allows personnel to walk around a building and grounds and examine their safety, security, accessibility, and emergency preparedness.
- **Developing Emergency Operations Plans (EOPs) IHE 101 Train-the-Educator**
A 2.5-hour-long training presenting important Federal guidance that will lay the groundwork to assist IHEs in planning for the safety of their campuses by providing attendees with guidelines and tools for developing, revising, and maintaining high-quality EOPs, in alignment with the [Guide for Developing High-Quality Emergency Operations Plans for Institutions of Higher Education \(IHE Guide\)](#).

- **Developing Emergency Operations Plans (EOPs) K-12 101 Train-the-Educator**

A 2.5-hour-long training summarizing the recommended six-step planning process to create a high-quality school EOP, as outlined in the [Guide for Developing High-Quality School Emergency Operations Plans \(School Guide\)](#), which provides an overview of Federal guidance on school emergency management planning.

- **Developing Emergency Operations Plans (EOPs) K-12 101 Train-the-Trainer**

A 3-hour-long training for potential master trainers that summarizes the recommended six-step planning process to create a high-quality school EOP, as outlined in the School Guide, which provides an overview of Federal guidance on school emergency management planning.

- **Earthquake Preparedness for Schools**

A 4-hour-long training designed to assist schools and school districts in planning for earthquakes that may impact the school community and its buildings and grounds, as well as those within the surrounding community.

- **Resilience Strategies for Educators (RSE) Techniques for Self-Care and Peer Support Train-the-Educator**

A 4-hour-long training that will assist caregivers in schools and school districts to better understand resilience and self-care strategies following natural disasters and other emergency events.

- **School Behavioral Threat Assessments: An Introduction**

A 4-hour-long training designed to familiarize schools and school districts with school behavioral threat assessments in preventing and reducing targeted violence at K-12 schools.

How VTBRs Can Support Your Professional Development

Professional development days are perfect opportunities for hosting a training for your school or school district. During these days, school staff and personnel devote time to increase their knowledge and skills of critical school safety planning topic areas. Taking a few hours in the morning or in the afternoon on a professional development day to participate in a subject matter expert-led virtual training can make a difference in your emergency management planning efforts and your every day school safety capacity. It can also help ensure that school personnel and staff are using the same common framework. The VTBR program offers a variety of training topics that can be utilized to support your education agency with

professional development. This may include hosting a series of VTBRs over a period of days, weeks, or months with related training and TA activities. Find recommended training topic combinations below:

- **Building Capacity Series**

Host a train-the-trainer event with your core school safety team and/or those responsible for training key personnel on Day 1. On Day 2, invite all school staff who play a role in the EOP development process to attend a train-the-educator event. Recruit those staff who attended the Day 1 training to play a key speaking role during Day 2 so that they can practice training on the content with the support of our expert trainers.

- **EOP Fundamentals Series**

Host a train-the-trainer event with your core school safety team on Day 1 so the team understands the basics of EOP development. Host a SITE ASSESS training on Day 2 that provides a detailed look at assessing school buildings and grounds to support EOP updates. In addition, host a Behavioral Threat Assessment training on Day 3 that looks at the role behavioral threat assessments play in enhancing EOP development.



- **Prepare and Recover Series (Hazards)**

Host an Earthquake Preparedness training on Day 1 to walk through hazard-specific planning considerations and to conduct scenario-based planning. Host a Resilience Strategies training on Day 2 to help show educators tools they can use now to help ensure that they remain resilient if an emergency, such as an earthquake, wildfire, or tornado, impacts the school or campus community.

- **Prepare and Recover Series (Threats)**

Host a Behavioral Threat Assessment training on Day 1 that addresses the role behavioral threat assessments play in supporting school safety and enhancing EOP development. Host a Resilience Strategies training on Day 2 to provide educators the tools they can use now to help ensure that they remain resilient if an emergency, such as an active shooter or suicide, impacts the school or campus community.

How to Request a Free VTBR for Your Education Agency

In consideration of the above, requesting a free VTBR for your education agency is a simple process. Once you have carefully selected your virtual training topic(s) with your target audience in mind, as well as the length of the training and its applicability to your school, school district, or IHE, it is important to ensure that your education agency meets the following eligibility criteria:

- Be a public or nonpublic K-12 school, school district, IHE, local education agency, regional education agency, state education agency, or partner with an education agency that will serve as the lead requestor.
- Market the virtual training to ensure the **minimum required number of attendees**. Most trainings require 25 or 50 attendees and have a maximum of 475 attendees. Please review the number of participants required for the training in which you are interested.
- Designate a point of contact from the education entity who will coordinate with REMS TA Center staff members and trainers regarding the logistics of the event.
- Other requirements, as they pertain to specific virtual trainings.

If your education agency meets the criteria above, you can move forward to the next step in the process and complete the [VTBR Host Site Application Form](#) and email it to info@remstacenter.org. Your form will then be submitted to the U.S. Department of Education for review and approval. If approved, you will be notified by a REMS TA Center representative and will begin the planning process, along with the REMS TA Center, for your virtual event.

FOR MORE INFORMATION

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